

EMPLOYMENT OPPORTUNITY ANNOUNCEMENT

DEPARTMENTS OF THE ARMY AND AIR FORCE
OFFICE OF THE ADJUTANT GENERAL
NORTH CAROLINA NATIONAL GUARD
HUMAN RESOURCES OFFICE
4105 REEDY CREEK ROAD
RALEIGH, NORTH CAROLINA 27607-6410

ANNOUNCEMENT #: ARNGT 08-013

OPENING DATE: 11 January 2008

CLOSING DATE: 11 February 2008

ANTICIPATED FILL DATE: 9 Mar 08

POSITION TITLE AND NUMBER

Allied Trades Helper (2 pos.)
PDCN 70664000, MD# 6021-665 & 685

UNIT/ACTIVITY AND DUTY LOCATION

Combined Support Maintenance Shop, (CSMS)
NCARNG, Raleigh, North Carolina

GRADE AND SALARY

WG-5801-05 \$14.47 - \$16.93 per hour

EMPLOYMENT STATUS

Excepted Service

WHO CAN APPLY: The area of consideration for this announcement is the STATEWIDE. Applications will only be accepted from current Excepted employees of the North Carolina National Guard, current military members of the North Carolina National Guard and any person that is eligible and willing to enlist in the North Carolina National Guard

HOW TO APPLY: Interested applicants may apply by submitting an Application for Federal Employment (Standard Form 171), Optional Application for Federal Employment (Optional Form 612), resume or any other form of application. It is required that the Knowledge, Skills and Abilities (KSA) listed below be addressed and attached to the application. The application and KSA Statement should be mailed to the North Carolina National Guard, ATTN: JFHQ-NC-HRO, 4105 Reedy Creek Road, Raleigh, NC 27607-6410, to be received not later than the close of business on the above indicated closing date. NOTE: Information that must be provided when applying for a technician position is as follows: announcement number; name; address; telephone number; social security number, date of birth; citizenship; education; work experience; and other job-related qualifications. For more information, call 1-800-621-4136 ext. 6172/6431. Faxed or E-mailed copies will not be accepted.

QUALIFICATION REQUIREMENT: Must have six months specialized which demonstrates that the applicant has acquired the below listed KSA's. Education may be substituted for experience when applicable and the appropriate transcripts are submitted with the application. In-service placement actions will be considered when applicable.

KNOWLEDGE, SKILLS AND ABILITIES (KSA'S)

Below are listed the KSA's for this position. Applicants must address each KSA individually in paragraph format by explaining any civilian and military work experience that (KSA's must reflect (at least six months) dates/work experience referenced in the application/resume) provided that KSA. It is required that this statement be attached to the application. Failure to do so will result in the applicant not being considered for this position. For more information or assistance, call 1-800-621-4136 ext. 6172/6431.

1. Ability to perform the most typical and common work in support of higher graded trades workers.
2. Skill to use hand and power tools typical of the trade.
3. Skill to operate a truck, car, or vehicle to obtain supplies and equipment.

EVALUATION FACTORS USED: Personal interviews, review of application and the KSA Statement.

CONDITIONS OF EMPLOYMENT: 1. Occupants of this position must maintain continuous military membership in the North Carolina Army National Guard (NCARNG). NCARNG status (military grade, MTOE or TDA assignment, MOS/SSI, military unit) and experience must be entered on the application. The recommended applicant will not be approved for appointment until they occupy a compatible MOS in the NCARNG shown under Military Assignment. 2. The applicant selected for this position will be required to participate in the Direct Deposit/Electronic Fund Transfer Program. 3. The recommended applicant will not be approved for appointment until the appropriate physical examination is completed.

MILITARY ASSIGNMENT: Assignment to a compatible Enlisted position in the NCARNG is mandatory. (Enl: CMF 63)

PRINCIPAL DUTIES AND RESPONSIBILITIES: Assists shop personnel in the skilled trades occupations by performing the least skilled duties of those trades. Engages in joint operations with craftspersons. If feasible, rotates through the trades area to gain experience. Performs common and typical tasks such as mixing paint; preparing surfaces; assisting in minor body and fender work; replacing body components; cleaning equipment; and operating hot water pressure washer and sandblasting equipment. Assists in carpentry, machine work, welding, canvas, and leatherwork, or in small arms repair. Removes parts on all types of equipment and armament when the work does not require technical knowledges or skill. Supplies, lifts, and holds materials or tools for higher graded workers. May be required to drive a truck, car, or other vehicle to obtain supplies and equipment in connection with the work conducted in the shop. Uses hand and powered tools of the trade worked. Performs other duties as assigned.

INSTRUCTIONS TO COMMANDERS/SUPERVISORS: This position vacancy announcement will be given the broadest possible dissemination. A copy of this announcement will be posted to your unit/activity bulletin board.

ADDITIONAL INSTRUCTIONS: 1. Participants in the Selected Reserve Incentive Program will be administered as prescribed by NGB Pamphlet 600-15. 2. Applicants are requested to identify, on a separate sheet of paper, their race and national origin from one of the following categories; Male or Female; American Indian or Alaskan native; Asian or Pacific islander; Black, not of Hispanic origin; Hispanic; White, not of Hispanic origin. Submission of this information is voluntary and will be used in support of the NCNG Equal Employment and Affirmative Action Programs. 3. A permanent change of station (PCS) will not be authorized for the individual selected for this position unless agreed upon in advance by HRO and a PCS order is prepared prior to effective date 4. Males born on or after 1 January 1960 must be registered with the selective service in order to be considered for federal employment.

INFORMATION SUBMITTED WILL BE USED ONLY IN ACCORDANCE WITH THE PRIVACY ACT OF 1974

DISTRIBUTION: A, B, C-2, G-25, H-3, J-3, K-3, M, N-12, P-9, Q, W-2, Y-2, R: HRO-20, AGAV-1, AGCS-3, DCSANG-1, DCSLOG/G4-4, DCSOI-3, DCSPER-3, FMCB-2, IG-1, SCSM-1, SRAA-1, VCSOP-1